

**West Bengal State Health & Family Welfare Samiti**  
**Swasthya Bhawan, Wing-'B', 3<sup>rd</sup> Floor**  
**GN-29, Sector-V, Bidhannagar**  
**Kolkata – 700091**

**Recruitment Notice No.** SAFWS/2023/27

**Date:** 23/05/2023

West Bengal State Health & Family Welfare Samiti will engage on contractual basis as **Urban ASHA Coordinator** under **National Urban Health Mission**, Department of Health and Family Welfare, Government of West Bengal and to be posted at State Programme Management Unit, National Urban Health Mission.

**The applicant must be a permanent resident of West Bengal.**

**Eligible candidates should apply online in the prescribed format as given in Department's Website from 11 am of 25<sup>th</sup> May, 2023 to Midnight of 7<sup>th</sup> June, 2023 for the mentioned position.**

Only online applications will be accepted, Application forms not properly filled in or incomplete Application forms are liable to be cancelled. Application fees of ₹100/ have to be deposited through on-line mode only. The amount is non-refundable (Details of on-line mode, payment details and important dates are given in General Information point no. 8 & 9)

All the essential qualification must be completed on or before the first date of online application.

Details for the position

**Name of the Position** : **Urban ASHA Coordinator**

**Number of Vacancy** : **1 (Unreserved)**

(\* If any consequential vacancy of the said post is created till the panel remains valid, such subsequent vacancy may be filled up from the approved panel.)

**Remuneration** : **₹32,000 per month.**

**Place of Posting** : **State Programme Management Unit, NUHM, State Head Quarter.**

**Essential Academic Qualification**

: 1) Candidates must have the Post graduation degree from any University or Institution recognised by UGC or AICTE on any one of the following:-

Master of Public Health /Master of Social Work/Master of Business Administration -Health Care/ Master in Hospital Administration.

**Essential Experience**

: Minimum 2 years post qualification experience in any one of the following fields:

Health Programme Management/ Community Mobilisation/Diseases Surveillance/Monitoring and Evaluation.

**Essential computer Skills** : Proficiency in advance MS Office with special emphasis in excel.

**Age (as on 01.01.2023)** : Maximum 40 years and Minimum 23 years

**Scale of Scoring** : **Total 100 Marks**

Name of the Position	Essential Academic Qualification	Written Examination	Computer Test	Interview
Urban ASHA Coordinator	50 (Proportionate marking i.e % of marks obtained in the essential academic qualification*50/100)	25 (Qualifying Marks for Written Test is 60%)	15 (Qualifying Marks for Computer Test is 50%)	10

**Candidates must obtain at least 60% marks in Written Test and 50% marks in Computer Test to qualify for the position.**



## General Information for the Applicants/Candidates

1. Only online Applications will be accepted. **Application forms not properly filled in or incomplete Application forms are liable to be cancelled.** If the online application details submitted by the applicant differ with the original testimonials, that application shall be liable to be cancelled.
2. If proper signature and photograph are not uploaded at the time of online application that application shall also be liable to be cancelled.
3. The Essential Criteria mentioned are the minimum and mere possession of the same does not entitle the candidate to claim selection. **All the essential qualification must be completed on or before the first date of online application.**
4. Experience will be calculated after obtaining the required essential academic qualification for the above mentioned position, till the first date of online application.
5. **Hard copy/print copy of the online registration form may be downloaded from the link "<http://hr.wbhealth.gov.in:8888/Index.aspx>"-> "Application Print" and should be retained by all the applicants for document verification purpose. Without registration form, candidates will not be entertained for original testimonials verification by the authority. No need to send Hard copy/print copy of the online registration form by post.**
6. On-line registration No. should be retained by all applicants for future reference. Employer is not liable to give any information regarding the on-line registration no. in future.
7. Marking after rounding off up to 2 decimal points will be considered.
8. i) **Start date of Application** : From 11 a.m. of 25<sup>th</sup> May, 2023.  
ii) **Last date of Registration** : Midnight of 3<sup>rd</sup> June, 2023.  
iii) **Last date of Submission of application Fees** : Midnight of 5<sup>th</sup> June, 2023.  
iv) **Last date of full Submission of form** : Midnight of 7<sup>th</sup> June, 2023.
9. The online deposition of application fees can be done through net banking or credit/debit card system through an online interface. If the payment is successful, the candidate will be immediately reverted back to the link for final submission of the application form by using the application id already received at the time of Registration. Please do not deposit fee more than one time.
10. As mentioned in addendum issued vide no. HFW-27011/137/2020/1611 dated 23/02/2021 point no. ii, **All new employees who have joined / will be joining between 29th December, 2020 to 30th September 2024 against new entry point remuneration as per memorandum vide no. HFW-27011/137/2020/1352 dated 29/12/2020, will not be entitled for annual increment for the financial years 2023-24 and 2024-25. Annual increment will be applicable for these new contractual employees from financial year 2025-26.**
11. The candidates, if found ineligible at any stage, will not be called for the subsequent stages of the selection process.
12. The decision of the competent authorities regarding the recruitment is final.
13. The competent authorities may cancel the recruitment process at any stage of the selection process.

Applicants are requested to visit [www.wbhealth.gov.in](http://www.wbhealth.gov.in) at the link "On-line Recruitment" for on-line applications and link "Recruitment" for information/instruction issued from time to time.



Executive Director  
WB SH & FW Samiti